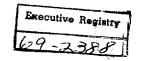
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6 May 1969

NOTED BY EX. DIR.

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MEMORANDUM FOR: Executive Director-Comptroller

SUBJECT

: Report of Cable Secretariat Operations

1 - 30 April 1969

- 1. The workload for April 1969 was 69,346 items, 9% greater than April of last year. For the ten months of FY 69 we are running 6% over the same period in FY 68.
- 2. As of 30 April 1969 we are seven persons short of our T/O. It is unfortunate that an office providing services vital to the entire Agency must work so understrength.

visited the National Military Command Center/Message Center (NMCC/MC). A tour of the Automatic Message Processing System (AMPS) was conducted by Lt. Col. J. Purdum, C/NMCC/MC. The screened area of the facility encompasses a total of 6,300 square feet in which is contained all equipment and working space, including administrative offices, for 188 personnel, on three shifts. A discussion of various problems common to both

the Cable Secretariat and the NMCC/MC resulted in some interesting suggestions based on Col. Purdum's experience.

3. On 23 April 1969

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4. On 22 April 1969, visited the Cable Secretariat for a discussion on the handling of Intel Reports. To facilitate discussion, of IW and I agreed to have a joint presentation. Arrangements were made by

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5. On 23 April 1969 a group of several persons under the leadership OTR, visited the Cable Secretariat and were given much the same coverage (but in more detail) as the group of the previous day. Again, the Cable Secretariat/IW presentation was combined and went off quite well.

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6. was appointed to the CIA Records Management
Board. Initially, there seemed some question as to whether
was also the RMO for the DCI complex, but a call to
clarified that is not the DCI/RMO. There seems to be a
feeling that the job should be full-time; if this should be the case, some
change would be necessary, since
in two positions.

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Y Cable Secretary

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